UNITED STATES BANKRUPTCY COURT REQUIRED LISTS, SCHEDULES, STATEMENTS, AND FEES

Voluntary Chapter 7 Case

and must	Filing Fee of \$245. If the fee is to be paid in installments or the debtor requests a waiver of the fee, the debtor must be an individual file a signed application for court approval. Official Form 3A or 3B and Fed.R.Bankr.P. 1006(b), (c)
☐ fees are p	Administrative fee of \$46 and trustee surcharge of \$15. If the debtor is an individual and the court grants the debtor's request, these ayable in installments or may be waived.
□ Fed.R.Ba	Voluntary Petition (Official Form 1); Names and addresses of all creditors of the debtor. Must be filed WITH the petition. nkr.P. 1007(a)(1).
Certificat	Notice to Individual Debtor with Primarily Consumer Debts under 11 U.S.C. § 342(b) (Director's Form 201A/B), if applicable. if the debtor is an individual with primarily consumer debts. The notice must be GIVEN to the debtor before the petition is filed. ion that the notice has been given must be FILED with the petition or within 15 days. 11 U.S.C. §§ 342(b), 521(a)(1)(B)(iii), 707(a)(3). form 1 contains spaces for the certification.
petition.	Notice to debtor by "bankruptcy petition preparer" (Official Form 19). Required if a "bankruptcy petition preparer" prepares the Must be submitted WITH the petition. 11 U.S.C. § 110(b)(2).
petition.	Statement of Social Security Number (Official Form 21). Required if the debtor is an individual. Must be submitted WITH the Fed.R.Bankr.P. 1007(f).
is required Repaymen	Individual Debtor's Statement of Compliance with Credit Counseling Requirement (Exhibit D to Official Form 1); Certificate of counseling and Debt Repayment Plan, if applicable; Section 109(h)(3) certification or § 109(h)(4) request, if applicable. Exhibit D d if the debtor is an individual. Exhibit D must be filed WITH the petition. If applicable, the Certificate of Credit Counseling and Debt nt Plan must be filed with the petition or within 14 days. If applicable, the § 109(h)(3) certification or the § 109(h)(4) request must be H the petition. Fed.R.Bankr.P. 1007(b)(3), (c).
□ "bankrupt	Statement disclosing compensation paid or to be paid to a "bankruptcy petition preparer" (Director's Form 280). Required if a cy petition preparer" prepares the petition. Must be submitted WITH the petition. 11 U.S.C. §110(h)(2).
petition o	Statement of current monthly income, etc. (Official Form 22A). Required if the debtor is an individual. Must be filed with the r within 14 days. Fed.R.Bankr.P. 1007(b), (c).
	Schedules of assets and liabilities (Official Form 6). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b),(c).
□ days. Fed	Schedule of executory contracts and unexpired leases (Schedule G of Official Form 6). Must be filed with the petition or within 14 l.R.Bankr.P. 1007(b), (c).
□ and J of 0 1007(b), 0	Schedules of current income and expenditures. All debtors must file these schedules. If the debtor is an individual, Schedules I Official Form 6 must be used for this purpose. Must be filed with the petition or within 14 days. 11 U.S.C. § 521(1) and Fed.R.Bankr.P. (c).
	Statement of financial affairs (Official Form 7). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
☐ filing of t	Copies of all payment advices or other evidence of payment received by the debtor from any employer within 60 days before the petition. Required if the debtor is an individual. Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
	Statement of intention regarding secured property and unexpired leases (Official Form 8). Required ONLY if the debtor is an land the schedules of assets and liabilities contain debts secured by property of the estate or personal property subject to an unexpired ast be filed within 30 days or by the date set for the Section 341 meeting of creditors, whichever is earlier. 11 U.S.C. §§ 362(h) and
is represe	Statement disclosing compensation paid or to be paid to the attorney for the debtor (Director's Form 203). Required if the debtor nted by an attorney. Must be filed within 14 days or any other date set by the court. 11 U.S.C. § 329 and Fed.R.Bankr.P. 2016(b).
	Certification of Completion of Instructional Course Concerning Financial Management (Official Form 23), if applicable. if the debtor is an individual, unless the course provider has notified the court that the debtor has completed the course. Must be filed days of the first date set for the meeting of creditors. 11 U.S.C. § 727(a)(11) and Fed.R.Bankr.P. 1007(b)(7), (c).

REQUIRED LISTS, SCHEDULES, STATEMENTS, AND FEES Voluntary Chapter 11 Case

court appr	Filing fee of \$1,167. If the fee is to be paid in installments, the debtor must be an individual and must file a signed application for oval. Official Form 3A and Fed.R.Bankr.P. 1006(b).
	Administrative fee of \$46. If the debtor is an individual and the court grants the debtor's request, this fee is payable in installments.
paid is set	United States Trustee quarterly fee. The debtor, or trustee if one is appointed, is required also to pay a fee to the United States he conclusion of each calendar quarter until the case is dismissed or converted to another chapter. The calculation of the amount to be out in 28 U.S.C. § 1930(a)(6). As authorized by 28 U.S.C. § 1930(a)(7), the quarterly fee is paid to the clerk of court in chapter 11 labama and North Carolina.
□ 1007(a)(1)	Voluntary Petition (Official Form 1); Names and addresses of all creditors. Must be filed WITH the petition. Fed.R.Bankr.P.
Certification	Notice to Individual Debtor with Primarily Consumer Debts under 11 U.S.C. § 342(b) (Director's Form 201A/B), if applicable. f the debtor is an individual with primarily consumer debts. The notice must be GIVEN to the debtor before the petition is filed. on that the notice has been given must be FILED with the petition or within 15 days. 11 U.S.C. §§ 342(b), 521(a)(1)(B)(iii), 1112(e). orm 1 contains spaces for the certification.
petition. N	Notice to debtor by "bankruptcy petition preparer" (Official Form 19). Required if a "bankruptcy petition preparer" prepares the Must be submitted WITH the petition. 11 U.S.C. § 110(b)(2).
petition. F	Statement of Social Security Number (Official Form 21). Required if the debtor is an individual. Must be submitted WITH the Fed.R.Bankr.P. 1007(f).
the debtor Plan must	Individual Debtor's Statement of Compliance with Credit Counseling Requirement (Exhibit D to Official Form 1); Certificate of cunseling and Debt Repayment Plan, if applicable; Section 109(h)(3) certification or § 109(h)(4) request, if applicable. Required if is an individual. Exhibit D must be filed WITH the petition. If applicable, the Certificate of Credit Counseling and Debt Repayment be filed with the petition or within 14 days. If applicable, the § 109(h)(3) certification or the § 109(h)(4) request must be filed WITH in. Fed.R.Bankr.P. 1007(b)(3), (c).
□ "bankrupto	Statement disclosing compensation paid or to be paid to a "bankruptcy petition preparer" (Director's Form 280). Required if a cy petition preparer" prepares the petition. Must be submitted WITH the petition. 11 U.S.C. §110(h)(2).
or within 1	Statement of Current Monthly Income (Official Form 22B). Required if the debtor is an individual. Must be filed with the petition 14 days. Fed.R.Bankr.P. 1007(b), (c).
□ 1007(d).	List of Creditors holding the 20 largest unsecured claims (Official Form 4). Must be filed WITH the petition. Fed.R.Bankr.P.
orders other	Names and addresses of equity security holders of the debtor. Must be filed with the petition or within 14 days, unless the court erwise. Fed.R.Bankr.P. 1007(a)(3).
(c).	Schedules of Assets and Liabilities (Official Form 6). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b),
□ days. Fed.	Schedule of executory contracts and unexpired leases (Schedule G of Official Form 6). Must be filed with the petition or within 14 .R.Bankr.P. 1007(b), (c).
and J of O 1007(b), (c	Schedules of Current Income and Expenditures. All debtors must file these schedules. If the debtor is an individual, Schedules I fficial Form 6 must be used for this purpose. Must be filed with the petition or within 14 days. 11 U.S.C. § 521(1) and Fed.R.Bankr.P. c).
	Statement of Financial Affairs (Official Form 7). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
of the petit	Copies of all payment advices or other evidence of payment received by debtor from any employer within 60 days before the filing tion. Required if the debtor is an individual. Must be filed WITH the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
\Box if the debte 2016(b).	Statement disclosing compensation paid or to be paid to the attorney for the debtor (Director's Form 203), if applicable. Required or is represented by an attorney. Must be filed within 14 days or any other date set by the court. 11 U.S.C. § 329 and Fed.R.Bankr.P.
the course.	Certificate of Completion of Instructional Course Concerning Financial Management (Official Form 23), if applicable. f the debtor is an individual and § 1141(d)(3) applies, unless the course provider has notified the court that the debtor has completed. Must be filed no later than the date of the last payment under the plan or the filing of a motion for a discharge under § 1141(d)(5)(B). § 1141(d)(3) and Fed.R.Bankr.P. 1007(b)(7), (c).
date of the	Statement concerning pending proceedings of the kind described in § 522(q)(1), if applicable. Required if the debtor is an and has claimed exemptions under state or local law as described in § 522(b)(3) in excess of \$155,675*. Must be filed no later than the last payment made under the plan or the date of the filing of a motion for a discharge under § 1141(d)(5)(B). 11 U.S.C. § 0(C) and Fed.R.Bankr.P. 1007(b)(8), (c).

^{*} Amount subject to adjustment on 4/01/16, and every three years thereafter with respect to cases commenced on or after the date of adjustment.

REQUIRED LISTS, SCHEDULES, STATEMENTS, AND FEES Chapter 12 Case

Filing Fee of \$200. If the fee is to be paid in installments, the debtor must be an individual and must file a signed application for court approval. Official Form 3A and Fed.R.Bankr.P. 1006(b).
☐ Administrative fee of \$46. If the debtor is an individual and the court grants the debtor's request, this fee is payable installments.
□ Voluntary Petition (Official Form 1). Names and addresses of all creditors of the debtor. Must be filed WITH th petition. Fed.R.Bankr.P. 1007(a)(1)
Notice to Individual Debtor with Primarily Consumer Debts under 11 U.S.C. § 342(b) (Director's Form 201A/B) applicable. Required if the debtor is an individual with primarily consumer debts. The notice must be GIVEN to the debtor before the petition is filed. Certification that the notice has been given must be FILED with the court in a timely manner. 11 U.S.C. §§ 342(b), 521(a)(1)(B)(iii). Official Form 1 contains spaces for the certification.
Notice to debtor by "bankruptcy petition preparer," (Official Form 19). Required if a "bankruptcy petition preparer" prepares the petition. Must be submitted WITH the petition. 11 U.S.C. § 110(b)(2).
Statement of Social Security Number (Official Form 21). Required if the debtor is an individual. Must be submitted WITH the petition. Fed.R.Bankr.P. 1007(f).
Individual Debtor's Statement of Compliance with Credit Counseling Requirement (Exhibit D to Official Form 1). Certificate of Credit Counseling and Debt Repayment Plan, if applicable. Section 109(h)(3) certification or § 109(h)(4) request, if applicable. Required if the debtor is an individual. Exhibit D must be filed WITH the petition. If applicable, the Certificate of Credit Counseling and Debt Repayment Plan must be filed with the petition or within 14 days. If
applicable, the § 109(h)(3) certification or the § 109(h)(4) request must be filed WITH the petition. Fed.R.Bankr.P. 1007(b)(3), (c).
Statement disclosing compensation paid or to be paid to a "bankruptcy petition preparer" (Director's Form 280 Required if a "bankruptcy petition preparer" prepares the petition. Must be submitted WITH the petition. 11 U.S.C. §110(h)(2)
□ Schedules of Assets and Liabilities (Official Form 6). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
Schedule of Executory Contracts and Unexpired Leases (Schedule G of Official Form 6). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
Schedules of Current Income and Expenditures. All debtors must file these schedules. If the debtor is an individual, Schedule I and J of Official Form 6 must be used for this purpose. Must be filed with the petition or within 14 days 11 U.S.C. § 521(1) and Fed.R.Bankr.P. 1007(b), (c).
Statement of Financial Affairs (Official Form 7). Must be filed with the petition or within 14 days. Fed.R.Bankr.P 1007(b), (c).
Copies of all payment advices or other evidence of payment received by the debtor from any employer within 60 da before the filing of the petition if the debtor is an individual. Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
Statement disclosing compensation paid or to be paid to the attorney for the debtor (Director's Form 203), if applicable. Must be filed within 14 days or any other date set by the court. 11 U.S.C. § 329 and Fed.R.Bankr.P. 2016(b).
□ Chapter 12 Plan. Must be filed within 90 days. 11 U.S.C. § 1221.
Statement concerning pending proceedings of the kind described in § 522(q)(1), if applicable. Required if the debtor is an individual and has claimed exemptions under state or local law as described in §522(b)(3) in excess of \$155,675*. Must be filed no later than the date of the last payment made under the plan or the date of the filing of a motion for a discharge under § 1228(b). 11 U.S.C. § 1228(f) and Fed.R.Bankr.P. 1007(b)(8), (c).

^{*} Amount subject to adjustment on 4/01/16, and every three years thereafter with respect to cases commenced on or after the date of adjustment.

REQUIRED LISTS, SCHEDULES, STATEMENTS, AND FEES Chapter 13 Case

☐ Official I	Filing fee of \$235. If the fee is to be paid in installments, the debtor must file a signed application for court approval. Form 3A and Fed.R.Bankr.P. 1006(b).
	Administrative fee of \$46. If the court grants the debtor's request, this fee is payable in installments.
□ petition.	Voluntary Petition (Official Form 1); Names and addresses of all creditors of the debtor. Must be filed WITH the Fed.R.Bankr.P. 1007(a)(1).
before th	Notice to Individual Debtor with Primarily Consumer Debts under 11 U.S.C. § 342(b) (Director's Form 201A/B), if le. Required if the debtor is an individual with primarily consumer debts. The notice must be GIVEN to the debtor e petition is filed. Certification that the notice has been given must be FILED with the petition or within 15 days. 11 § 342(b), 521(a)(1)(B)(iii), 1307(c)(9). Official Form 1 contains spaces for the certification.
□ preparer"	Notice to debtor by "bankruptcy petition preparer," (Official Form 19). Required if a "bankruptcy petition prepares the petition. Must be submitted WITH the petition. 11 U.S.C. § 110(b)(2).
□ 1007(f).	Statement of Social Security Number (Official Form 21). Must be submitted WITH the petition. Fed.R.Bankr.P.
request , Repayme	Individual Debtor's Statement of Compliance with Credit Counseling Requirement (Exhibit D to Official Form ficate of Credit Counseling and Debt Repayment Plan, if applicable; Section 109(h)(3) certification or § 109(h)(4) if applicable. Exhibit D must be filed WITH the petition. If applicable, the Certificate of Credit Counseling and Debt ent Plan must be filed with the petition or within 14 days. If applicable, the § 109(h)(3) certification or the § 109(h)(4) must be filed WITH the petition. Fed.R.Bankr.P. 1007(b)(3), (c).
□ Required	Statement disclosing compensation paid or to be paid to a "bankruptcy petition preparer" (Director's Form 280). If a "bankruptcy petition preparer" prepares the petition. Must be submitted WITH the petition. 11 U.S.C. §110(h)(2).
Fed.R.Ba	Statement of Current Monthly Income, etc. (Official Form 22C). Must be filed with the petition or within 14 days. ankr.P. 1007.
□ Fed.R.Ba	Schedules of Assets and Liabilities (Official Form 6). Must be filed with the petition or within 14 days. ankr.P. 1007(b), (c).
petition o	Schedule of Executory Contracts and Unexpired Leases (Schedule G of Official Form 6). Must be filed with the or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
petition o	Schedules of Current Income and Expenditures (Schedules I and J of Official Form 6). Must be filed with the or within 14 days. 11 U.S.C. § 521(1) and Fed.R.Bankr.P. 1007(b), (c).
□ 1007(b),	Statement of Financial Affairs (Official Form 7). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. (c).
□ days befo	Copies of all payment advices or other evidence of payment received by the debtor from any employer within 60 ore the filing of the petition. Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007(b), (c).
	Chapter 13 Plan. Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 3015.
□ applicabl	Statement disclosing compensation paid or to be paid to the attorney for the debtor (Director's Form 203), if le. Must be filed within 14 days or any other date set by the court. 11 U.S.C. § 329 and Fed.R.Bankr.P. 2016(b).
§ 1328(b	Certificate of Completion of Instructional Course Concerning Financial Management (Official Form 23). Must no later than the date of the last payment made under the plan or the date of the filing of a motion for a discharge under), unless the course provider has notified the court that the debtor has completed the course. 11 U.S.C. § 1328(g)(1) and ankr.P. 1007(b)(7), (c).
than the	Statement concerning pending proceedings of the kind described in § 522(q)(1), if applicable. Required if the as claimed exemptions under state or local law as described in §522(b)(3) in excess of \$155,675*. Must be filed no later date of the last payment made under the plan or the date of the filing of a motion for a discharge under § 1328(b). 11

^{*} Amount subject to adjustment on 4/01/16, and every three years thereafter with respect to cases commenced on or after the date of adjustment.